

# NIH eRA Commons Release Notes Version 2.6.4.3

## Account Creation

Previously, creating a new account that contained multiple roles (SO, AO, AA) would display an error message once the account was submitted. This problem has been corrected now both NCAA and SO, AO, AA users can create accounts with more than one (1) role.

## Status Query

Illustrated in Figure 1, the Training and Fellowship options have been removed from the Status Query Screen (STA4002) as possible queries.

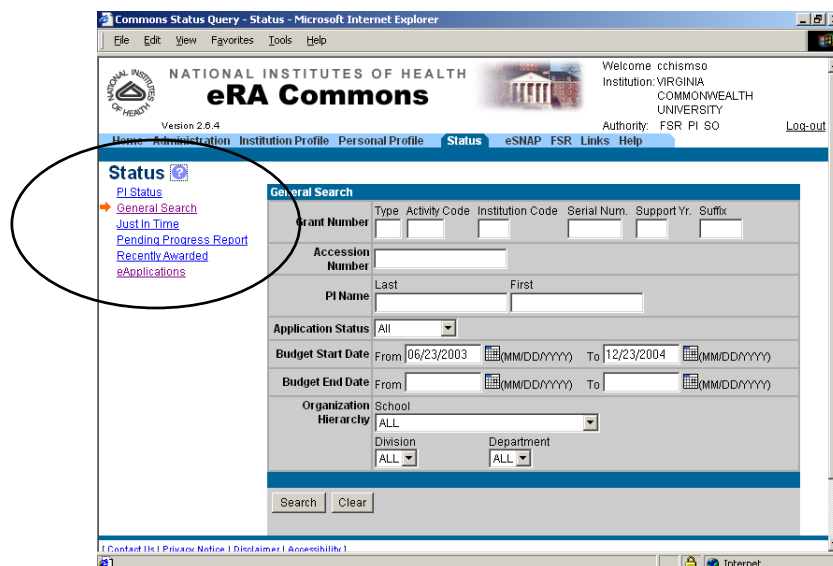


Figure 1 Status Query Screen (STA4002).

Additional modifications and enhancements to the Status Query Screen are as follows:

1. The problem with the “**Export to Excel**” feature for the Status Queries General Search, Just-in-Time, and Pending Progress Report has been corrected and now return only records that are based on the entered criteria.
  - The missing Due Date from the Pending Progress Reports (**Export to Excel**) has been corrected.

- A correction has been made to the Recently Awarded, “**Export to Excel**,” which previously failed.
2. Previously, when the Status Result Screen (STA4023) returned a Hit List, selecting the **Print Hit List** button displayed the Hit List and hypertext links for the Grant Detail, which opened a new session; complete with navigation. A modification has been made that prevents user access to more than one session at a time.
  3. The algorithm used to display roster information has been modified. The meeting roster now displays when the start date is within 30 days of the current system date.
  4. The Institution Codes (IC Code) that can be used as search criteria shall be limited to *only* ICs within NIH. This restriction shall also apply to other Search Screens within the Commons.

## Just-In-Time

### Just-in-Time

A modification has been made that allows more grant applications to become available for electronic submission of an application’s Just-in-Time (JIT) information. The enhanced JIT feature shall include the following:

1. Grants with a priority score of between 100 and 300 shall have access to JIT and are only priority scored (not percentile).
2. Grants having been percentiled with a percentile of 30 or better.

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**NOTE:** An on-screen disclaimer will remind grantees to only use this feature when the information is requested by NIH.

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### Just-in-Time (JIT) Status Results

A modification has been made that prevents grant records from displaying the IRB date when Human Subjects are exempt. All grant records containing a Human Subject Code that begins with an **E** will not display the IRB Date entry.

### Just-in-Time (JIT) Notification

The email notification for Just-in-Time (JIT) distribution has been modified to include the Program Official (PO).

## Status Information Screen

The following modifications have been made to the Status Information Screen:

1. Previously, the Fellowship and Face Page hypertext links did not open into a separate browser window. This problem has been corrected and accessing these links from the Status Information Screen (STA4002) causes a new browser window to open and display the associated reports.
2. The Status Information Screen (STA4002) has been modified to include the Project Period Beginning and End Dates. These columns have been added and display with each type of grant.

## Extension Screen

Previously, when entering a project extension date on the Extension Screen (STA4039), users with roles of PI and AO were able to place the cursor in the date field, press Enter, and process a Submit. This problem has been corrected and modifications to the Extension Screen has been made.

Extension - Microsoft Internet Explorer

NATIONAL INSTITUTES OF HEALTH  
**eRA Commons**  
Version 2.6.4

Welcome cchismo  
Institution: VIRGINIA COMMONWEALTH UNIVERSITY  
Authority: FSR PI SO  
Log-out

Home Administration Institution Profile Personal Profile Status eSNAP FSR Links Help

Status Result

**Extension**

This Grant is eligible to be extended for up to 1 year. Note that only a SO has the ability to perform a project extension and that you may do this only once through the Commons.

**Application Information**

Grant Number: 5F31AA013771-02  
PI Name: LEONHARDT, BRIDGET B  
Proposal Title: Predictors of Alcohol Drinking in College-aged Women

To extend the period, select the number of months for which you would like to extend the project period for this grant.

Project End Date: 8/31/2004

Extend: ☒ 12 Months ☐ 9 Months ☐ 6 Months

This will extend the project to 8/31/2005

Extend Project Date Cancel

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National Institutes of Health (NIH)  
9000 Rockville Pike  
Bethesda, Maryland 20892

Department of Health and Human Services

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Screen Rendered: 07/15/2004 10:56:02 EDT  
Session ID: STA4039

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Internet

Figure 2 Extension Screen (STA4039).

As illustrated above, the following information is visible *only* to users granted the SO role.

1. The text “To extend the period, ...”
2. The three (3) radio buttons.
3. The text “This will extend the project to” and date field.

## System-Generated eMail Messages

eSubmission notifications have been added to the catalog of emails generated by the Commons. There are three (3) email verification notifications that are generated:

- PI Verification of an electronic application.
- SO Verification of an electronic application.
- Final Verification of an electronic application.

## eSNAP

The eSNAP Module is no longer in pilot. The “**In Pilot**” status icon has been removed from the eRA Commons home page. The following enhancements and modifications have been implemented within the eSNAP Module.

1. An enhancement was implemented within the eSNAP system that eliminates the error that occurred when an eSNAP was created with an associated AO/SO that was missing a FAX number. The AO/SO's Personal Profile (PPF) requirements were modified to remove the FAX number requirement.
2. A modification has been made to add the Grants Management Specialist (GS) and the Program Official (PO) to the eSNAP Submissions notification. Upon receiving an eSNAP from a Grantee Institution, the System will send a notification to the primary IC, the PO assigned to the grant, and the GS assigned to the grant.
3. A modification has been made within the eSNAP system that restricts all non-NIH grants. These grant records will be filtered-out from the grant display.
4. A modification has been made to the method used to calculate the eSNAP Due Date. Previously, the eSNAP Due Date displayed as the "database date + 15 days." The modification has been implemented and once the eSNAP has been submitted, the 15 days shall not be added to the database date as part of the submission.
5. An enhancement has been added to the eSNAP module that provides a more user-friendly message for users without Institution access:  

"Your institution does not have access to this application. Your Signing Official (SO) can enable access to eSNAP in the Institution Profile."
6. Previously, when the PI routed an eSNAP to the AO or SO from the Route to Next Reviewer Screen (ESP7021), comments added were not being stored within the eRA database; nor did the comments appear within the notification email. This problem has been corrected and the eSNAP email notification routes correctly.

## eSNAP Enabled Institutions

An enhancement has been added to the Edit Institution Profile (IPF) Screen that offers Institutions the choice to *enable* or *disable* electronic submission of the SNAP Progress Reports.

The screenshot shows the 'Edit Institution Profile' screen in the eRA Commons system. The form is titled 'Edit Institution Profile' and includes a 'View' and 'Edit' tab. The 'Edit' tab is active. The form contains several sections: 'Basic Institution Information', 'Policy Announcements and Notifications Email Address', 'Indirect Cost Negotiator', 'Human Subjects Assurance Number', 'Animal Welfare Assurance Number', 'Type of Organization', and 'Ownership Control'. The 'eSNAP Institution Self Registration' section at the bottom has two buttons: 'Disabled' and 'Enable'. The 'Enable' button is circled in red.

Figure 3 Edit Institution Profile (IPF2006).

The SNAP progress reports can be submitted online through the NIH eRA Commons.

- Select the **Enable** button to become an eSNAP enabled Institution.
- Review the confirmation and select the **I Agree** button.
- Click the Help icon (?) for more information.

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**NOTE:** Once the selection is confirmed, an email message is sent, which outlines the process and authorizes the institution for submission of progress reports that qualify for SNAP (Streamlined Non-competing Application Process) through the NIH Commons.

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## eSNAP Self Registration

The email text for the eSNAP Institution's self-registration has been modified. Based upon NIH policy, the text message changes when the institution *enables* or *disables* electronic submission of the SNAP Progress Reports. For more information, see the eSNAP section of the release notes.

## FSR

The following minor enhancements have been made within FSR:

- The application status code "03-Award Terminated" shall be included (except for future years) in all FSR amount calculations.
- Batch reports have been added for the FSR statuses: accepted, rejected, unprocessed and late.
- A correction has been made to the calculation for the unexpended balance.
- A modification was made that added a transaction file header and trailer record to the CAS transfer.

## Password Policy

The message text for the following email notification events has been modified to provide additional account security. The text messaging has been divided into two separate emails. The new text messages will not contain both User\_ID and user Password.

- Reset Password
- Process Registration Requests
- Account Completion
- New Accounts
- PI Account Activation